



Department of Human Resources

Monroe County, New York

Maggie Brooks
County Executive

Brayton M. Connard
Director

Dear Monroe County Employee:

It's open enrollment time! This year we have scheduled four (4) open enrollment informational sessions to assist you in making an informed decision regarding available health insurance plans and participation in the Flexible Spending Plan, Qualified Pre-Tax Parking/Transit Commute Program and deferred compensation plan.

Please take the time to review the benefit information you received with your paycheck. You should be confident the health insurance plan you select is the one that meets your medical and financial requirements. Use the attached "2006 Comparison of Medical Benefit Plan Highlights," the 2006 employee biweekly contribution rates, and the plan selection worksheet to assist you. You may also wish to attend one of the informational sessions, at which representatives from Human Resources, Excellus BlueCross/BlueShield, Health Economics Group and administrators of the deferred compensation plan will be available to address your questions.

The 2005 flexible spending and qualified parking plan year ends on December 31, 2005. **You must enroll again for the 2006 plan year** of January 1, 2006 through December 31, 2006, unless you are currently enrolled in the parking plan with automatic payment to either the Sister Cities, Civic Center and MAPCO lots, and you wish to continue.

Enrollment forms are available from your department personnel contact or at the Department of Human Resources, County Office Building Room 210.

Health Insurance: Analyze the benefits and compare your out-of-pocket costs using the attached information. Complete an enrollment application if you wish to change plans to another plan for which you are eligible.

Flexible Spending Account: Use pre-tax dollars rather than after tax dollars for medical and dental out-of-pocket expenses, as well as dependent childcare expenses. When determining how much money to allocate, keep in mind that any unclaimed fund balance cannot be reimbursed to you. The amount you elect to contribute to the flexible spending account will be divided by 26 pay periods and becomes your biweekly payroll deduction. Complete a flexible spending account enrollment application if you wish to participate.

- **Reminder:** For 2005 you have through March 31, 2006 to submit your flexible spending account claims. If you have any questions regarding the status of your 2005 flexible spending account, please contact HEG at 241-9500.

Qualified Pre-Tax Parking/Transit Commute Program: If you want to participate for 2006, you must enroll. There is no automatic re-enrollment unless you participate in the automatic lot payment plan mentioned above. Simply determine your total monthly parking/transit expenses up to a maximum of \$185/month. Your pre-tax payroll deduction will be taken from the first 24 paychecks of 2006. Complete the enrollment form. All claims must be submitted by December 5, 2005. If there is a fund balance in your account after all of your claims received by that date are processed, the balance is refunded (taxable) to you by a paycheck adjustment no later than pay period 26 of 2005.

Please submit all enrollment forms to the Department of Human Resources, Room 210, County Office Building no later than December 2, 2005.

For enrollment assistance, call Patience Lurie at 753-1712. For brochures and applications, please see your department contact.

Sincerely,

Susan Walsh, Esq.
Manager of Labor Relations and
Employment Support Services